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# CITY/COUNTY PLANNING

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## MISSION

The Durham City-County Planning Department is committed to excellent public service and enhancing the quality of life in the Durham Community by guiding its orderly growth and improvement while preserving its cultural heritage and natural resources.

## PROGRAM DESCRIPTION

The Planning Department is an information resource for citizens, government agencies and developers. It reviews and recommends proposed development. The department is also involved in improving and enforcing development regulations, preparing "strategic plans" concerning medium and long-range physical development for the community, planning for neighborhood revitalization, economic development, and environmental and historic preservation.

In fiscal year 2003-2004 there will be a departmental reorganization designed to place all administrative support functions with the Administration Program of the department. All community-wide functions (those with application throughout the community financed through general funds) in a Community Planning Program section; and developer service functions (those that respond to specific applications for processing and review) within a Development Management Program section of the department.

## 2002-03 ACCOMPLISHMENTS

- Revised the Interlocal Agreement between the City and County governing planning activities.
- Implemented enhanced neighborhood notification procedure (postcards and electronic notification) for text changes to the Zoning Ordinance and revisions to the Zoning Atlas.
- In conjunction with the City and County Budget Departments, coordinated the development of a Joint Capital Improvements Program for the City, County and School Board for incorporation into the Comprehensive Plan.
- In conjunction with other development-related departments, completed an assessment of development review processes.
- In conjunction with the City/County Inspections and Technology Solutions Departments, began implementation of revised development review

processes through application of workflow automation procedures.

## 2003-04 OBJECTIVES

- Complete the development of the Comprehensive Plan.
- Incorporate revisions to the Zoning Ordinance governing the location of telecommunication towers consistent with the recommendations of the consultant.
- Coordinate the consultant's work to complete the development of the Unified Development Ordinance.
- Continue to implement the review efficiencies developed through the 2002 review of procedures by creating a master checklist of all development requirements as well as a user-friendly guidebook to development procedures.
- In conjunction with the City/County Inspections and Technology Solutions departments, continue the implementation of workflow automation procedures.
- With the reinstatement of one planner position in Community Planning, the department will be able to provide environmental planning support for the Environmental Affairs Board as directed by the JCCPC; and initiate development of the Lick Creek Open Space Plan.

## FY2003-04 Highlights/Significant Changes

Effective October 1, 2003 the Open Space implementation function from this department will be transferred to the County Engineering department (see Open Space & Real Estate Management under Engineering departmental descriptions). One Open Space Planner position was previously fully funded by the County in the City/County Planning department, and will be transferred. The County will be funding an additional position in County Engineering, which will have the responsibility of open space implementation, as well as the County real estate management function (this function was previously performed by the County Finance department).